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Recruitment to the Administrative Class of the Home Civil Service and the Senior Branch of the Foreign Service

Statement of Government Policy and Report by the
Civil Service Commission

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by Command of Her Majesty
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RECRUITMENT TO THE ADMINISTRATIVE CLASS OF THE HOME CIVIL SERVICE AND THE SENIOR BRANCH OF THE FOREIGN SERVICE

PART ONE

STATEMENT BY THE GOVERNMENT

ADMINISTRATIVE CLASS OF THE HOME CIVIL SERVICE

1. In the White Paper on Recruitment to established posts in the Civil Service during the Reconstruction Period (Cmd. 6567, 1944) the Government accepted the recommendation of the Civil Service National Whitley Council that there should be introduced, side by side with the long-established system of selection for the Administrative Class by written examination, a system of selection for a proportion of vacancies by interview, record and a few written tests of a general character. It was agreed that this should be experimental and should be reviewed after, say, ten years.

2. The traditional method of recruitment to the Administrative Class by comprehensive written examination, together with interview came to be termed Method I; the new method of selection was called Method II.

3. In the years immediately after the end of the war, emergency arrangements for recruitment were adopted. It was not until 1948 that the experimental period of recruitment by the two methods began. Since then the new Method II has been in operation side by side with Method I. It has been closely watched over the years and its working has now been reviewed. The results of this review are shown in the accompanying report by the Civil Service Commission.

4. It is clear from this review that Method II has attracted good candidates, and that through it the Civil Service has obtained recruits of the required standard, some of whom might not have come in through Method I. The Government are satisfied that the Civil Service Commissioners have set and kept a high standard, and that their methods of selection, which are subject to constant review and improvement in the light of experience, have made Method II a successful alternative form of competition to Method I.

5. It is also clear that Method I has continued to attract candidates of high quality, some of whom might not have come in through the other method.

6. The Government have decided that, on the evidence so far available, neither form of competition is clearly to be preferred to the other, that the combination of both is valuable and that the Administrative Class should continue to be recruited by both methods. The numbers to be recruited by each method have varied from time to time in the experimental period, and may have to be varied in future; but, for the present, the Civil Service Commission will normally allot no more than half of the vacancies in any one competition to candidates by Method II.

SENIOR BRANCH OF THE FOREIGN SERVICE

7. In the White Paper on the Reform of the Foreign Service (Cmd. 6420, 1943) it was envisaged that post war normal recruitment to the Senior Branch of the Foreign Service would use two alternative methods similar to Method I and Method II for the Home Civil Service. In 1947, however, the Government decided to rely exclusively on Method II as the regular method of recruitment.

8. The results have now been reviewed. They have on the whole been good and Method II is regarded as a satisfactory form of competition. On the other hand experience has shown that the Home Civil Service has gained by using both Method I and Method II and that some of their best recruits have been gained by Method I. The conditions of service and the requirements of the Home Civil Service are to some extent different from those of the Foreign Service; but it seems possible that, by keeping Method II as the only means of selection, the Foreign Service may have missed some good recruits.

9. The Government have therefore decided that for the next five years a trial should be given to the recruitment of a proportion of the entrants to the Foreign Service by Method I. During this period not more than three-quarters of the vacancies will be allotted to competition by Method II, which takes place earlier in the year, and the remaining vacancies will be left for competition by Method I. Special attention will be paid to the performance at interview of candidates under Method I, in order to ensure that they have the necessary qualities to represent their country abroad. The new system will be adopted in the next competition, to be held in 1958, and if at the end of the trial period it is considered to be a success, it will be continued.

REPORT BY THE CIVIL SERVICE COMMISSION

INTRODUCTION

1. The Government decided in 1944 that when the war was over and normal recruitment to the Civil Service was resumed the majority of recruits to the Administrative Class should continue to be selected by the traditional method of comprehensive written examination together with interview, but that an alternative method of selection should also be provided. A proportion of recruits would be selected by the Civil Service Commission on "interview, record, and a few written tests of a general character". It was stated in the White Paper *Recruitment to Established Posts in the Civil Service during the Reconstruction Period* (Cmd. 6567) that admission by this alternative method would be confined to those who had at least a good second class honours degree and that candidates would be declared successful only if they reached a really high standard. It was also stated that the arrangement was "experimental and should be closely watched, and reviewed after say ten years".

2. A similar arrangement of using two methods for post-war normal recruitment to the Foreign Service was set out in the White Paper *Proposals for the Reform of the Foreign Service* (Cmd. 6420, 1943). But subsequently the Secretary of State for Foreign Affairs decided to rely exclusively on the less academic system of selection as the regular method of entry into the Senior Branch of the Foreign Service. This decision was announced in the House of Commons on 11th August, 1947.

3. Normal recruitment to the Civil Service (as distinct from the special arrangements necessary in the immediate post-war years) began in 1948. Since then, the Civil Service Commission have held competitions in each year for entry to the Administrative Class by two methods and to the Senior Branch of the Foreign Service by one method.

4. Now that this system of selection has been in operation for ten years, it is appropriate to review the results. The Civil Service Commissioners have therefore assembled information about candidates in the competitions during this period. They have obtained from the government departments in which these recruits have been employed an assessment of their performance in the Service. This assessment is necessarily of limited validity, for it is based at most on the first few years of the Service career; and indeed some recruits have not yet been in the Service long enough to warrant any assessment at all. Those who have been appointed to the Administrative Class within the last two years, or to the Foreign Service within the last three years, are still on probation, and departments have not been asked to assess them; they include some who succeeded in competitions as long as four or five years ago before they did their National Service.

5. The two methods of selection, the one based on academic examination together with interview (this is the traditional method and is now known as Method I) and the other (known as Method II) depending primarily on a system of extended interview, are described in detail in Appendix I. An important part of Method II consists of various tests and interviews, spread over about two and a half days, at the Civil Service Selection Board (C.S.S.B.), which was created especially for this purpose; it is described in Appendix II.

THE REVIEW

THE ADMINISTRATIVE CLASS OF THE HOME CIVIL SERVICE

The field of the review

6. The review is concerned with recruitment under normal post-war conditions—that is, with the recruitment of candidates within the normal age limits. But during 1948 and 1949, the first two years of the period under review, recruitment was still affected by conditions resulting from the war. Special post-war competitions with extended age limits were still being held, and some candidates were eligible for both the normal and the special reconstruction competitions. Of those who had the choice, some no doubt preferred the reconstruction competition, which offered in some respects better terms of appointment. They have not been included in the review. In 1948 candidates over the normal age limit were allowed to compete by Method I in the first normal competition because there had been no Method I in the reconstruction competitions. These were therefore "reconstruction" candidates and have been excluded. Recruits to the Administrative Class of the Northern Ireland Civil Service are also outside the scope of this review.

APPLICATIONS

Numbers applying by each method

7. In 1948 and 1949 Method I attracted more applications than Method II, but from 1950 onwards the number of applications by each method in any one year was much the same. Both methods show a fall in numbers in 1955 and 1956, with some recovery in Method II though not in Method I in 1957. At the time of this review, the 1957 competitions are still in progress; the period reviewed is therefore 1948–1956. In these nine years there were 3,319 applications by Method I and 3,165 by Method II. If the years 1948 and 1949 are excluded, the numbers of applications are virtually identical by each method: 2,764 by Method I and 2,761 by Method II. (See Table 1.)

Numbers withdrawing

8. Many more applicants fell out from Method I than from Method II without taking any part in the competition, and many more also withdrew during the competition. Over the period, out of 3,319 Method I applicants, 1,015 withdrew without taking any part in the competition, leaving 2,304 "effective" applicants, and out of 3,165 Method II applicants, 368 withdrew, leaving 2,797 "effective" applicants. A further 584 Method I applicants withdrew before the end of the competition, 104 of them having been declared successful in Method II. In Method II 51 withdrew voluntarily during the competition. Thus 1,720 Method I candidatures and 2,746 Method II candidatures were completed (including in this figure for Method II those who were compulsorily eliminated at any stage). Details are given in Table 1.

9. Direct comparison of the number of withdrawals in the two methods cannot easily be made because the timing and procedure of the methods differ. The timing of the competitions is dictated by the university commitments of undergraduates. In particular, the Method I written examination cannot be held until after university final degree examinations have been completed. But this restriction does not apply to Method II, and Method II is therefore held earlier in the year than Method I. Among candidates who elect to attempt both methods, those who receive discouragingly low marks and also those who succeed by Method II are likely to withdraw from Method I. Moreover the examination timetable is more complicated for

APPLICATIONS FOR THE ADMINISTRATIVE CLASS 1948-1956

Year	Method I				Method II			
	Total applications	Effective applications	Completed candidatures	Successful	Total applications	Effective applications	Completed candidatures	Successful
1948 ...	255	173	98	19	191	105	102	10
1949 ...	300	201	146	32	213	157	148	18
1950 ...	451	282	212	53	438	370	361	29
1951 ...	471	349	274	56	479	434	427	32
1952 ...	432	307	244	38	441	414	405	28
1953 ...	420	280	215	36	418	393	388	29
1954 ...	430	289	227	40	399	372	368	23
1955 ...	297	213	161	21	296	287	286	18
1956 ...	263	210	143	24	290	265	261	21
Totals...	3,319	2,304	1,720	319	3,165	2,797	2,746	208

- Notes:—1. "Total applications" include those withdrawn before the competitions.
 2. "Completed candidatures" by Method II include those of competitors compulsorily eliminated at any stage.
 3. A candidate may compete by both methods (and for the Foreign Service); he may also compete in more than one year. There are thus more applications than candidates. Among the successful are some also successful for the Foreign Service.
 4. In 1957 total applications were 261 by Method I and 339 by Method II. In Method II effective applications and completed candidatures both numbered 327, and 26 were successful. The corresponding figures for Method I are not yet available.
 5. About 1 in 4 of the effective applicants by Method I, and about 1 in 5 of those by Method II, were women. Among the competitors successful by Method I about 1 in 8 were women, and by Method II about 1 in 10.

Method I than for Method II because provision has to be made for about a hundred academic subjects from which candidates can choose those corresponding to their university studies. This imposes a longer wait between application and the written examination, and the wait comes at a time of year (March-June) when undergraduates are more likely to receive offers of employment elsewhere than in the corresponding period (December) of Method II. Also candidates, especially from Scotland, may have withdrawn in the earlier years as the Method I written examination drew near because from 1948 to 1951 it was held only in London. By contrast, Method II (but not Method I) compulsorily eliminates a proportion of candidates at each stage of the competition: over the period 1,590 candidates out of 2,797 were compulsorily eliminated at stages before the final interview.

Numbers successful

10. Table 2 shows the ratio of successful candidates (319 by Method I and 208 by Method II) to competitors at the main stages of each method; but the differences between the timing and procedure of the two methods make direct comparison difficult. If Method II were held later in the year than Method I, it is probable that some of the competitors successful by Method II would have taken Method I and been successful by it; the academic achievement of those successful by Method II is a pointer towards this conclusion. It has already been noted that 104 candidates who applied by both methods withdrew from Method I after being successful by Method II.

TABLE 2

ADMINISTRATIVE CLASS

Ratio of Successful Candidates to Competitors

	Method I	Method II
Ratio to		
(i) total applicants	1 in 10	1 in 15
(ii) effective applicants	1 in 7	1 in 13
(iii) candidates who completed the competition	1 in 5	1 in 13
(iv) candidates who in Method II survived to the final stage ...	—	1 in 6

Note:—"Candidates who completed the competition" include in Method II those compulsorily eliminated at any stage.

Second attempts

11. 211 competitors completed two attempts by the same method, 69 by Method I and 142 by Method II. The smaller number of second attempts by Method I is probably due to the need for a candidate to maintain a high academic standard a year or more after final degree examinations. 12 of the second attempts by Method I were successful, and 19 by Method II. This is about the same success ratio as for first attempts by Method I, but a considerably higher success ratio than for first attempts by Method II.

Candidates successful by one method having failed by the other

12. 106 competitors unsuccessful by Method II, including some with low marks, were successful by Method I; the great majority of them made both attempts in the same year. 12 competitors unsuccessful by Method I were successful by Method II, most of them in the year after their Method I attempt. Direct comparisons are vitiated by the fact that the Method II written examination in January is separated by six months from the Method I written examination in July; and those who wish to attempt Method II after being unsuccessful in Method I must wait till the following year. This timing is an important reason why more candidates succeed by Method I though failing by Method II than succeed by Method II though failing by Method I.

Comparison of candidates by schools, etc.

13. The competitors have been classified by type of school, university, subject of degree, class of degree, age, father's occupation, and Forces service. Both methods attract some competitors from all backgrounds and forms of education, and the intellectual quality of the competitors judged by their degree results is much the same in either method. Method I however tends to draw a higher proportion of the younger candidates (those 21 and 22 years old); of those who have attended day schools and non-residential universities; of those who have not served in the Forces; and of those whose father's occupation is in the Registrar General's groups III, IV, and V. Method II attracts a higher proportion of the older candidates; of those who attended boarding schools and residential universities; of those in the Registrar General's classes I and II; and of those who have done their military service. (Tables 11 to 17 in Appendix IV give details.)

Probation

14. Recruits to the Administrative Class are on probation for at least two years; and this provides the first test of their performance. Of the 319 competitors successful by Method I, 218 had taken up appointment and served a probationary period by 1956. 10 of these resigned during probation. Of the remaining 208, 177 (85.1 per cent) were confirmed in their appointments at the end of the normal two years' probation, 23 (11.1 per cent) were confirmed only after an extended probation, 3 (1.4 per cent) are still serving on extended probation, and 5 (2.4 per cent) had their appointments terminated. Of the 208 successful by Method II, 108 had taken up appointment and served a probationary period by 1956. 5 of these resigned during probation. Of the remaining 103, 97 (94.2 per cent) were confirmed at the end of normal probation, 5 (4.8 per cent) were confirmed only after extended probation, and 1 (1 per cent) is still serving on extended probation; no Method II recruit had his appointment terminated. Leaving out of account those who resigned during probation, of the competitors marked highly by either method, all the 31 with 900 or more marks in Method I and 39 of the 41 with 260 or more marks in Method II had their appointments confirmed at the end of normal probation. One Method II officer from this group was confirmed in his appointment after extended probation, and one is serving on extended probation. Details of the results of probation are given in Table 3.

TABLE 3

ADMINISTRATIVE CLASS

Result of Probation

	Confirmed at end of normal probation		Appointment not confirmed at end of normal probation						Total	
			Confirmed after extended probation		Appointment terminated		Still serving on extended probation			
Method I Mark		Per cent		Per cent		Per cent		Per cent		Per cent
900 and above ...	31	100	—	—	—	—	—	—	31	100
*800-899 ...	146	82.5	23	13.0	5	2.8	3	1.7	177	100
Totals ...	177	85.1	23	11.1	5	2.4	3	1.4	208	100
Method II Mark		Per cent		Per cent		Per cent		Per cent		Per cent
280-300 ...	5	83.3	1	16.7	—	—	—	—	6	100
260-275 ...	34	97.1	—	—	—	—	1	2.9	35	100
†240-255 ...	58	93.5	4	6.5	—	—	—	—	62	100
Totals ...	97	94.2	5	4.8	—	—	1	1.0	103	100

* Includes (in this table and in Tables 4 and 5) some recruits with marks below 800 in years when a somewhat different marking scale was used by the Final Interview Board.

† Includes (in this table and in Tables 4 and 5) some recruits marked 235 and 230 when these were pass marks.

Note:—Excluded from this table, but included in Tables 4 and 5, are 10 recruits by Method I and 5 by Method II who resigned while on probation.

15. Of the 106 candidates unsuccessful by Method II but successful by Method I, 8 declined appointment, 4 resigned during probation, and 15 have not yet completed probation. Of the remaining 79, 68 had their appointments confirmed at the end of normal probation, 10 after an extension, and 1 had his appointment terminated. Of the 12 unsuccessful by Method I but successful by Method II, 3 declined appointment, 1 provisionally declared successful was rejected because he failed to obtain second class honours in his degree, and 1 is still serving his probationary period. The remaining 7 had their probation confirmed at the end of the normal probationary period.

Performance and future promise

16. The assessments of the officers' performance in their present posts, obtained from departmental reports, are summarised in Table 4, and assessments of future promise are summarised in Table 5. The system of assessment is outlined in Appendix III. The standard of acceptability in the Administrative Class is that a recruit should be judged to be capable of carrying the responsibilities of an Assistant Secretary after a normal period of experience at lower levels. It is clear that the great majority of officers recruited by either method are thought so far to be likely to reach this standard. 84 per cent from Method I and 94 per cent from Method II have been rated "up to standard" or better on performance (Table 4); 88 per cent from Method I and 95 per cent from Method II are considered capable of satisfactorily carrying the responsibilities of at least an Assistant Secretary in due course (Table 5). 46 per cent of the officers from Method II are in the two highest performance assessments taken together ("very good indeed" and "distinctly better than the normally competent officer"). 25 per cent of the officers from Method I are in these assessments. In the assessments below "up to standard" Method II has 4 per cent and Method I 14 per cent (Table 4). In future promise assessments, Method II has 45 per cent regarded as capable of satisfactorily filling a rank above Assistant Secretary; Method I has 19 per cent. In the assessments which fall below Assistant Secretary, Method II has 3 per cent and Method I 11 per cent (Table 5). Both methods have placed successful competitors in an order of merit which broadly corresponds to the distribution of the departmental assessments.

17. In the assessments of performance, no woman was "among the least suitable" but a higher proportion of women than of men were assessed as "not quite up to standard", and a slightly lower proportion of women than of men were placed in the two highest assessments taken together. On future promise a higher proportion of women than of men are in the two lowest assessments and a lower proportion of women than of men in the highest assessment; but it must be borne in mind that as yet comparatively few women have reached the higher levels of the Administrative Class and assessment of future promise may be the more difficult on that account.

Comparison of recruits

18. Comparison between recruits selected by each method must be made with caution. Method II takes place earlier in the year and people who succeed by Method II naturally do not pursue their Method I candidatures. The average performance of Method I recruits would probably be raised if some of the better candidates by that method did not withdraw on being successful by Method II. But, subject to this important qualification, Method II has yielded a larger proportion of recruits of high potential

TABLE 4

ADMINISTRATIVE CLASS

Performance compared with Mark in Competition

Mark	Very good indeed		Distinctly better than the normally competent officer		Up to standard		Not quite up to standard		Among the least suitable		Resigned after service too short for assessment		Total	
		Per cent		Per cent		Per cent		Per cent		Per cent		Per cent		Per cent
Method I														
900 and above	2	6.3	17	53.1	12	37.5	—	—	—	—	1	3.1	32	100
800-899	4	2.2	31	16.6	118	63.4	27	14.5	4	2.2	2	1.1	186	100
Totals	6	2.8	48	22.0	130	59.6	27	12.4	4	1.8	3	1.4	218	100
Method II														
280-300	1	16.7	4	66.6	1	16.7	—	—	—	—	—	—	6	100
260-275	—	—	17	47.2	15	41.7	4	11.1	—	—	—	—	36	100
240-255	4	6.1	24	36.4	36	54.5	—	—	—	—	2	3.0	66	100
Totals	5	4.6	45	41.7	52	48.1	4	3.7	—	—	2	1.9	108	100

Note:—This table includes recruits whose appointments were terminated as a result of probation, and those who resigned while on probation. The latter (10 from Method I and 5 from Method II) account for the difference between the totals in this table and in Table 3, from which they are excluded.

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TABLE 5

ADMINISTRATIVE CLASS

Future Promise compared with Mark in Competition

Mark	Above Assistant Secretary		Assistant Secretary		Principal but at present no further		Not likely to prove a satisfactory Principal		Resigned after service too short for assessment		Total	
		Per cent		Per cent		Per cent		Per cent		Per cent		Per cent
Method I												
900 and above	14	43.8	17	53.1	—	—	—	—	1	3.1	32	100
800-899	27	14.5	133	71.5	18	9.7	6	3.2	2	1.1	186	100
Totals	41	18.8	150	68.8	18	8.2	6	2.8	3	1.4	218	100
Method II												
280-300	4	66.7	2	33.3	—	—	—	—	—	—	6	100
260-275	19	52.8	15	41.7	2	5.5	—	—	—	—	36	100
240-255	26	39.4	37	56.1	1	1.5	—	—	2	3.0	66	100
Totals	49	45.4	54	50.0	3	2.8	—	—	2	1.8	108	100

Note:—This table includes recruits whose appointments were terminated as a result of probation, and those who resigned while on probation. The latter (10 from Method I and 5 from Method II) account for the difference between the totals in this table and in Table 3, from which they are excluded.

than has Method I, and a smaller proportion of recruits who are not up to the required standard. It may possibly be that the impersonal method which determines the aggregate mark in Method I tends to the acceptance of a few competitors about whom the Final Selection Board in Method II might have doubts. This is not necessarily a criticism of Method I, for in some cases at least the Method I verdict has been confirmed against that of Method II; competitors who succeeded by Method I after failing by Method II are in general proving to be satisfactory. Method I has produced the greater total supply of suitable officers: 184 in the three highest performance assessments where Method II has 102, and 191 in the two highest future promise assessments where Method II has 103. (Tables 4 and 5.) If the competitors marked highly in the competition by either method are taken separately, (i.e. the 32 with a total mark of 900 or more by Method I and the 42 with a mark of 260 or more by Method II),* the performance and future promise of the candidates recruited by Method I do not greatly differ from those of candidates recruited by Method II.

SUMMARY OF EVIDENCE

19. To express the evidence in its shortest form: Method I and Method II have attracted roughly equal numbers of applications (paragraph 7). Differences in timing and procedure make direct comparison of the results of the methods difficult (paragraphs 8-10). The great majority of officers recruited by either method have proved suitable, and those placed high in order of merit in the competitions by either method have included a large proportion who are considered to be of high potential. Nearly half the recruits from Method II have been put in the "high potential" category, and very few have proved unsatisfactory. Method I has yielded a greater number of satisfactory officers than Method II, but also a greater number, including those rejected after probation, who have not proved satisfactory, though these are not many (paragraphs 14, 16, and 18). Each method has yielded some officers who were rejected by the other method and who have proved satisfactory (paragraphs 12 and 15).

CONCLUSIONS

Some reasons which lead candidates to prefer one method to the other

20. There is little doubt that if either Method I or Method II were discontinued, some people would be discouraged from applying. Although candidates may compete by both methods in the same year, fewer than half the competitors in Method I also competed by Method II and only about one third of those in Method II competed by Method I in the same year. Method I is the traditional method; it is acceptable to many as the appropriate method of testing the young university graduate, and may be presumed to appeal particularly to those who are confident of their intellectual ability measured by academic examination and perhaps less confident of their ability to succeed in the less academic tests of Method II. The long history of Method I suggests that academic performance, combined with an assessment of personal qualities at interview, is on the whole a reliable measure of administrative potential.

21. Method II may attract those who have had some embryonic administrative experience at school or university or in the Forces. Method II also presumably attracts candidates of any background who are reluctant to undertake the long written examination of Method I, or to whom it is important that they should know early in the year whether they are accepted.

* The numbers quoted differ slightly from those in paragraph 14 because the figures in paragraph 18 include those who resigned during probation upon whom an assessment could be made.

Some may take Method II because they can at the same time be considered for the Foreign Service. Sometimes also considerations outside the merits of the method may determine a candidate's choice: for example he may miss the closing date for Method II because it comes early in his finals year, or if he has National Service to do after coming down from the university he may defer his choice of career until he comes out of the Forces, and will then probably prefer the non-academic type of competition.

Standards of acceptance

22. The performance of recruits in their departments appears to show that the Commissioners have adopted, for both methods, satisfactory standards and criteria for acceptability. There is, of course, no evidence of subsequent performance to show how candidates who were rejected would have turned out. But the order of merit in the competitions has on the whole been confirmed by departments' experience of their recruits' capacity, at any rate in their early years.

Continuation of both methods

23. It seems to the Civil Service Commissioners that the evidence indicates that Method II has justified itself as a method of recruitment to the Administrative Class. Moreover, Method I and Method II have proved to be to a valuable extent complementary, each possessing merits which are less apparent in the other. Although it is difficult to assess precise costs of the two methods, there is certainly no significant financial reason for preferring either method to the other. Since the abolition of either method would undoubtedly result in the loss of good candidates, it is recommended that Method II, having now proved its worth, be continued as an alternative method of entry to the long-established Method I.

The Civil Service Selection Board (C.S.S.B.)

24. The question whether C.S.S.B. should be retained is strictly separate from the question of the continuation of the two methods of entry. But throughout the operation of Method II, C.S.S.B. has formed an integral part of this system of selection, and those who have experience of the operation of Method II are satisfied that its success is in no small measure due to the effectiveness of C.S.S.B. A Selection Board considering undergraduates as future administrators or Foreign Service officers is faced with difficulties not presented to a Board selecting some other types of officer, for example those who can offer direct evidence of relevant technical knowledge; and a Board which is required to assess potential is on less firm ground than one selecting, say, from among professional men of mature years whose career is already advanced. Those who have served as members of the Final Selection Board, whose responsibility it is to take the final decision upon each candidate, have no doubt that the Board would be far less confident in its decisions without the benefit of reports from C.S.S.B., and indeed would be reluctant to act solely upon the evidence which would be available to them if the C.S.S.B. tests were not held.

THE SENIOR BRANCH OF THE FOREIGN SERVICE

Form of the competition

25. The only method of selection for the Senior Branch of the Foreign Service has been what is known for the Administrative Class as Method II. Age limits, timing, and general regulations are the same. There are however two modifications. Competitors are expected to show capacity to learn languages, though no set standard is demanded; and a candidate lacking a first or second class honours degree may qualify by taking academic subjects in the written examination of Method I for the Administrative Class

and reaching a standard which the Commissioners consider equivalent to a second class honours degree. Competitors may be considered for both the Administrative Class (by Method II) and the Senior Branch of the Foreign Service at the same time. The competitions are however distinct, and as the requirements of the Foreign Service differ in some respects from those of the Home Service, a separate mark for each Service is given to a "dual" competitor. The number of vacancies is about 15 a year, whereas the Administrative Class has 40 or 50.

Procedure of review

26. As in the review of Administrative Class recruitment, the Commissioners assembled particulars of the competitors for the Foreign Service from 1948 to 1956 and obtained reports from the Foreign Office on the successful competitors who took up appointment. The number of officers recruited to the Foreign Service was much larger than to any one department in the Home Service. Officers in the Senior Branch of the Foreign Service serve a probationary period of three years, and the Foreign Office was not asked to report on those appointed within the last three years (or, if they did National Service after appointment, three years in addition to the period of National Service). Details of the scales on which the Foreign Office assessments of recruits were made are given in Appendix III.

APPLICATIONS

Numbers applying

27. The numbers of applications for the Foreign Service have been fewer than for the Administrative Class each year, but the pattern of the rise and fall in numbers from year to year has been broadly similar to that of Method II. Method II for the Administrative Class however shows a larger increase in 1957 over the trough of 1955 and 1956 than does the Foreign Service. Between 1948 and 1956, from a total of 2,524 applications, 257 were withdrawn before the candidate took any part of the competition, resulting in 2,267 applications in which the candidate took some part of the competition (Table 6). 890 of these were for the Foreign Service only, 1,338 for the Foreign Service and the Administrative Class by Method II, and 39 for the Foreign Service and the Administrative Class by Method I.

TABLE 6
APPLICATIONS FOR THE FOREIGN SERVICE 1948-1956

Year	Total applications	Effective applications	Completed candidatures	Successful
1948	110	64	63	4
1949	126	97	93	15
1950	364	317	307	19
1951	373	336	330	26
1952	391	367	354	17
1953	357	329	324	19
1954	325	307	302	25
1955	236	227	225	14
1956	242	223	221	10
Totals	2,524	2,267	2,219	149

- Notes:—1. "Total applications" include those withdrawn before the competitions.
 2. "Completed candidatures" include those of competitors compulsorily eliminated at any stage.
 3. Many candidates competed at the same time for the Home Civil Service Administrative Class by Method II, and some were successful for both.
 4. In 1957 total applications numbered 245, effective applications 231, completed candidatures 229, and successful 11.
 5. About 1 in 6 of the effective applicants and about 1 in 14 of the successful were women.

Numbers successful

28. 48 candidates withdrew voluntarily during competitions, a rather higher proportion than in the Administrative Class Method II. Of the 2,219 completed candidatures (including as "completed" those of competitors compulsorily eliminated at any stage), 149 were successful (Table 6). Table 7 shows the ratio of successful candidates to competitors at the main stages of the competition. 155 competitors completed two candidatures, 21 of them being successful at the second attempt, a success ratio of about 1 in 7.

TABLE 7
FOREIGN SERVICE
Ratio of Successful Candidates to Competitors

Ratio to	
(i) total applicants	1 in 17
(ii) effective applicants	1 in 15
(iii) candidates who completed the competition ...	1 in 15
(iv) candidates who survived to the final stage ...	1 in 6

Note:—"Candidates who completed the competition" include those compulsorily eliminated at any stage.

Comparison of candidates by schools, etc.

29. The competitors and the successful candidates have been classified by type of school, university, subject of degree, class of degree, age, father's occupation, and Forces Service, and this information is given together with the corresponding figures for the Administrative Class in Appendix IV (Tables 11-17).

RECRUITS

Probation

30. Both because the Senior Branch of the Foreign Service is smaller than the Administrative Class and because its officers serve a longer probation, the recruits to be reviewed are considerably fewer than in the Administrative Class. Of the 149 successful in the Foreign Service competitions, only 82 had taken up appointment and served a period of probation by 1956, and 7 of these resigned while on probation. Comparisons based on such small numbers are liable to be misleading. Of the 75 who completed probation, 65 had their appointments confirmed at the end of normal probation, 4 after extended probation, and 6 had their appointments terminated. All but one of those who did not have their appointments confirmed at the end of normal probation received a mark in the competition which was within the lower ranges (240-255). Details are given in Table 8. Of the 11 women among the successful candidates, 7 had their appointments confirmed at the end of normal probation, 2 resigned on marriage during probation, and 2 are still serving normal probation.

Performance and future promise

31. The assessments of performance (Table 9) show a larger percentage than the Home Service in the highest grading "Very good indeed" (9.8 per cent) but also a rather larger percentage in the lowest grading "among the least suitable" (4.9 per cent). It must be remembered however that the 4.9 per cent is only 4 officers. The correspondence between the marks awarded in the competitions and the subsequent assessments is somewhat less close than in the Home Service. The explanation no doubt lies largely in the differences between the requirements of work in the two Services. Posts in

TABLE 8
FOREIGN SERVICE
Result of Probation

Mark	Confirmed at end of normal probation		Appointment not confirmed at end of normal probation						Total	
			Confirmed after extended probation		Appointment terminated		Still serving on extended probation			
		Per cent		Per cent		Per cent		Per cent		Per cent
280-300 ...	8	100	—	—	—	—	—	—	8	100
260-275 ...	15	93.7	—	—	1	6.3	—	—	16	100
*240-255 ...	42	82.4	4	7.8	5	9.8	—	—	51	100
Totals ...	65	86.7	4	5.3	6	8.0	—	—	75	100

* Includes (in this table and in Tables 9 and 10) some competitors marked 235 and 230 when these were pass marks.

Note:—Excluded from this table, but included in Tables 9 and 10, are 7 recruits who resigned while on probation.

the Foreign Service may differ more widely one from another than those in the Administrative Class both in the nature of the work itself and in the working conditions. Foreign Service officers may therefore do better in one post than another, particularly in their early years. Marriage and domestic circumstances may have a greater influence on a Foreign Service officer's work than on that of an Administrative Class officer.

TABLE 9
FOREIGN SERVICE
Performance compared with Mark in Competition

Mark	Very good indeed		Distinctly better than the normally competent officer		Up to standard		Not quite up to standard		Among the least suitable		Resigned after service too short for assessment		Total	
		Per cent		Per cent		Per cent		Per cent		Per cent		Per cent		Per cent
280-300 ...	5	62.5	—	—	2	25.0	1	12.5	—	—	—	—	8	100
260-275 ...	2	10.5	6	31.6	8	42.1	2	10.5	1	5.3	—	—	19	100
240-255 ...	1	1.8	12	21.9	31	56.4	6	10.9	3	5.4	2	3.6	55	100
Totals ...	8	9.8	18	21.9	41	50.0	9	11.0	4	4.9	2	2.4	82	100

Note:—This table includes recruits whose appointments were terminated as a result of probation, and those who resigned while on probation. The latter (7) account for the difference between the totals in this table and in Table 8, from which they are excluded.

32. On future promise (Table 10), rather more than half the officers are considered capable of filling a rank above Counsellor—a somewhat higher proportion than in the corresponding future promise assessment for the Administrative Class Method II recruits, and much higher than for Method I recruits; but there are more Foreign Service ranks above Counsellor than

Administrative Class ranks above Assistant Secretary. The proportion of officers not considered capable of the duties of a rank above First Secretary is about the same as the corresponding proportion (that is, the assessments "not likely to prove a satisfactory Principal" and "Principal but at present no further" taken together) for the Administrative Class Method I recruits, but higher than for the Method II recruits. The large proportion of entrants assessed as capable of filling a rank above Counsellor indicates that on the whole officers of high calibre are being selected.

TABLE 10

FOREIGN SERVICE

Future Promise compared with Mark in Competition

Mark	A rank above Counsellor		The rank of Counsellor		A rank not beyond First Secretary		Resigned after service too short for assessment		Total	
		Per cent		Per cent		Per cent		Per cent		Per cent
280-300 ...	5	62.5	3	37.5	—	—	—	—	8	100
260-275 ...	12	63.1	6	31.6	1	5.3	—	—	19	100
240-255 ...	29	52.7	16	29.1	8	14.6	2	3.6	55	100
Totals ...	46	56.1	25	30.5	9	11.0	2	2.4	82	100

Note:—This table includes recruits whose appointments were terminated as a result of probation, and those who resigned while on probation. The latter (7) account for the difference between the totals in this table and in Table 8, from which they are excluded.

33. The assessments of women recruits are in general somewhat lower than those of men, but their numbers are very small, and the assessment of women officers is even more difficult than in the Administrative Class, since women have only been eligible for the Senior Branch of the Foreign Service since the war and none has yet had the opportunity of reaching the highest ranks.

CONCLUSIONS

34. The results of recruitment to the Foreign Service by Method II alone have on the whole been good and this method is regarded as satisfactory. It appears to provide a sound and thorough test of the qualities required for the Foreign Service.

35. On the other hand, experience shows that the Home Civil Service has gained by using both Method I and Method II which complement each other and that some of their best recruits have been successful by Method I. The conditions of service and the requirements of the Home Civil Service are, of course, to some extent different from those of the Foreign Service. But it seems possible that by keeping Method II as the only means of selection, the Foreign Service may have missed some good potential recruits who for one reason or another prefer Method I.

36. The evidence suggests therefore that the Foreign Service, while continuing to recruit by Method II, should adopt, at least for a trial period, a dual system of recruitment under which a proportion of the vacancies would be for competition by Method I.

THE TWO METHODS OF SELECTION

1. Candidates for the Administrative Class may attempt either method or both. They are limited to two attempts, but competing by both methods in the same year counts as only one attempt. Candidates must be at least 20½ years old and under 24, with extensions of the age limit for service in H.M. Forces.

Method I

2. Method I is substantially the pre-war method. It consists of (i) a full academic written examination, and (ii) a preliminary and a final interview.

- (i) The examination comprises three compulsory papers (Essay, English, and "Present Day") each carrying 100 marks; and a selection of optional papers at university honours standard up to a total of 700 marks, making a maximum of 1,000 marks. Papers are set in nearly 100 optional subjects with the aim, so far as practicable, of enabling any candidate to take the examination without offering subjects outside his university course.
- (ii) The preliminary interview, conducted by a single interviewer, carries no marks; the interviewer supplies a report to assist the Final Interview Board. This Board, under the chairmanship of the First Civil Service Commissioner, awards a mark out of a maximum of 300 for the candidate's record and personal qualities. In addition to the evidence of the interview itself, the Board takes into account the candidate's achievements in relation to his opportunities at school and university, and (if he has done National Service) in the Forces, and also confidential reports from these authorities and from two referees named by the candidate as knowing him well in private life. The Board is not aware of the candidate's performance in the written examination.

3. All candidates (unless they withdraw voluntarily) take both parts of the competition and the candidate's place in the competition is determined by the total marks gained at the written examination and final interview. Applications for Method I must normally be submitted by the end of February, though late applications may be accepted up to June; the interviews are held between May and July; the written examination is in July; and the results are published in August.

Method II

4. Method II is in three stages and, unlike Method I, eliminates candidates at each stage.

- (i) A short written examination consists of two papers in English, two General Papers, and an Intelligence Test. On the results of this examination and (for those with borderline marks) an assessment of their achievements at school and university, candidates are invited to the Civil Service Selection Board (C.S.S.B.). Normally about half the candidates qualify for C.S.S.B.
- (ii) A series of tests and interviews at C.S.S.B. lasts two and a half days, and includes written tests, group discussions and committee work, psychological tests, and personal interviews with the individual members of the directing staff. Appendix II gives a fuller description of C.S.S.B. On the candidates' performance at C.S.S.B. and their school and university achievements the Commissioners select those for final interview. Normally about three-quarters of the candidates at C.S.S.B. go forward.
- (iii) An interview by the Final Selection Board, which like the Final Interview Board of Method I is under the chairmanship of the First Civil Service Commissioner, determines the candidate's place in the competition. The Final Selection Board awards a mark out of a maximum of 300 for intellectual and personal qualities. The Final Selection Board takes into account the same kinds of evidence as the Final Interview Board (para-

graph 2 (ii)) and, in addition, the candidate's performance in the Method II written examination together with the detailed assessment made by C.S.S.B. of the candidate's intellectual and personal qualities and its recommendation on his suitability for appointment.

Applications for Method II must normally be submitted by the end of November, though later applications may be accepted. The written examination is held in early January, and C.S.S.B. and the Final Selection Board run from February to early May; the results are published in May. A provisional indication of whether they are likely to be successful is given to candidates shortly after their final interview. Candidates for the Administrative Class by Method II must have, or obtain in the year of competing, a university degree with at least second class honours before they are finally declared successful. Candidates in the corresponding competition for the Foreign Service may, if they lack a second class honours degree, qualify by reaching an equivalent standard in the academic subjects of the Administrative Class Method I examination.

APPENDIX II

THE CIVIL SERVICE SELECTION BOARD (C.S.S.B.)

1. *The nature of the task*

C.S.S.B. is advisory. It tests the candidates who qualify in the Administrative Class Method II and Foreign Service written examination, presents to the Final Selection Board a report on each candidate, and suggests a mark based on all the available evidence.

Candidates are tested during two and a half days in groups of 6 or 7; normally two groups attend C.S.S.B. at the same time. Three members of the Directing Staff act as assessors to each group: a Group Chairman, a Psychologist, and an Observer.

The evidence which is available to the Directing Staff includes an outline of the candidate's career, reports of his achievements at school, university, and in the Forces, and reports from two referees named by him as knowing him well in private life; the marks obtained in the written examination and comments by the examiners of the separate papers; and an appraisal by the Examinations Directorate of the Civil Service Commission of each candidate's work in the written examination as a whole.

2. *The tests*

The tests at C.S.S.B. fall into three groups:—

(a) *"Analogous" and other Practical Exercises*

- (i) The two main "analogous" exercises bear some analogy to the work which a successful candidate will have to do in the public service. Both are based on a lengthy dossier describing a situation which, although imaginary, has a substantial basis in fact. In the first exercise the candidates study the dossier and write an answer to a question of policy arising from it. The second is an oral exercise in which the candidates form a committee to study a number of problems related to the central theme of the dossier. Each candidate is allotted a problem and takes the Chair to expound his problem and to guide his committee to a solution; when not in the Chair he is a member of the committee. These exercises provide some evidence of intellectual quality, practical ability, and judgment; in addition the committee exercise should display each candidate's personality, and in particular his effectiveness in dealing with his fellows in discussions and arguments.
- (ii) There are two other oral exercises. The first is a meeting at which the group discuss informally amongst themselves a topic of current importance. This takes place on their first day at C.S.S.B., and helps to break the ice. Assessments of candidates at this stage are tentative. A second somewhat similar exercise is held later. This is the

Symposium, for which the candidates are re-arranged into two new groups, and discuss some half-a-dozen topics of a wide variety, including possibly one of a light or humorous nature. It aims to test effectiveness in discussion, range, and adaptability.

- (iii) There are two short written exercises, one designed to test the candidates' ability to handle a delicate situation requiring judgment and integrity, the other to test the candidates' ability to draft clear instructions.
- (iv) After the other tests each candidate is asked to rank his fellow candidates in order of preference as civil servants and, separately, as holiday companions. This mutual ranking provides some evidence about the impact of each candidate upon his contemporaries (as distinct from his impact on the Directing Staff) and about the ability of candidates to size up their fellows.

(b) *Psychological Tests*

The most important of these are the "intelligence" or "cognitive" tests. They are designed to discount differences of age, education, or experience, and they seek to provide evidence of basic mental ability. They may also give clues to particular aspects of a candidate's ability, e.g., competence with figures. No candidate is assessed on this evidence alone (or, indeed, on any other single piece of evidence) but it helps to interpret other parts of his performance.

In order to provide some additional information about their personalities and attitudes, candidates are asked to write descriptions of themselves from a friendly and a critical point of view, and to answer a questionnaire concerned with their interests and experiences. These two exercises are not "tests" but are helpful to the Chairman and the Psychologist, answering in advance some of the questions usually asked at interview.

(c) *Interviews*

Each candidate is interviewed separately by the Group Chairman, the Psychologist, and the Observer. The Observer is mainly concerned with the quality of the candidate's mind, the Psychologist with the candidate's life history and personality, and the Chairman with all aspects of the candidate, with particular emphasis on how he has spent his time since leaving school, on his leisure pursuits, and on his reasons for seeking to enter the public service.

3. *The method of assessment*

The Directing Staff discuss the candidates' performance at two interim conferences and at the final conference. The final conference is the occasion for pooling information, comparing views, and summing up. Taking one candidate at a time, each member of the Directing Staff gives a provisional mark and his reasons for that mark. Each member gives a comprehensive assessment of the candidate's strength and weaknesses, based on the evidence both of his performance at C.S.S.B. and of his record, and informs his colleagues of the candidate's performance in interviews and exercises at which the other members have not been present. Where there is a substantial difference of opinion, further discussion takes place and the evidence is considered afresh. This may lead either to an agreed verdict or to an "agreement to differ" which will be brought out in the reports. As a rule, however, there is no great difference between the verdicts of members of the Directing Staff on a candidate.

4. *The reports for the Final Selection Board*

All three members of the Directing Staff write a report on each candidate for the Final Selection Board. These overlap less than might be expected, since each member has his own line of approach, and the final conference has given him an idea of the line that his colleagues will take. The reports seek to paint a picture of the candidate, to estimate his prospects of a satisfactory career in the public service, and to indicate the type of work at which he is likely to do best. The Group Chairman, when writing his own reports, has those of the Observer and the Psychologist before him. He co-ordinates their views whilst also expressing his own and summing up.

APPENDIX III

THE ASSESSMENT OF THE PERFORMANCE OF RECRUITS IN THE SERVICE

1. Recruits to the Administrative Class serve a probationary period of two years. In the Senior Branch of the Foreign Service the period is three years, as some officers are engaged at first on full-time study of a difficult language, and all need to serve both at home and abroad before their suitability can be established. At the end of the probationary period, a detailed assessment of the officer on a standardised report form is made by the officer's department for the Home Service Central Probation Board or the Foreign Service Probation Board, both of which sit under the chairmanship of the First Civil Service Commissioner. The Board considers whether the officer shall be confirmed in his appointment; if not, an extension of probation may be recommended or, if it is clear that the officer is unsuitable, termination of appointment. These end-of-probation assessments have been used in the present review for the officers who completed probation in 1956. For those who completed probation before 1956, up-to-date assessments have been obtained from departments in a form similar to the end-of-probation report.

2. The report forms include assessments of an officer's specific aptitudes and abilities and general assessments of his performance and future promise. His performance is indicated by one of five gradings.

(For clarity the description of the gradings is varied slightly from that on the original forms.)

Very good indeed.

Distinctly better than the normally competent officer.

Up to standard.

Not quite up to standard.

Among the least suitable.

3. Future promise is indicated by one of four gradings for Administrative Class officers:

He has it in him to be successful in a rank above Assistant Secretary.

He has it in him to do the work of an Assistant Secretary successfully.

He has it in him to become a useful Principal, but I cannot at present see him going further.

I do not consider him likely to prove a satisfactory Principal.

4. For Foreign Service officers, future promise is indicated by one of three gradings:

He has it in him to be successful in a rank above Counsellor.

He has it in him to do the work of a Counsellor successfully.

He has it in him to do the work successfully in a rank not beyond First Secretary.

CLASSIFICATION OF COMPETITORS

(Administrative Class and Foreign Service)

1. In this appendix competitors are classified by type of school, university, subject of degree, class of degree, father's occupation, age, and Forces Service. In each classification figures are given separately for (i) all competitors who completed the competition, including for Method II and for the Foreign Service those who were compulsorily eliminated at any stage; and (ii) successful competitors. The tables are largely self-explanatory, but a few comments are added on points of interest.

TABLE II

SCHOOLS

Administrative Class

School	Method I				Method II			
	Competitors		Successful		Competitors		Successful	
		Per cent		Per cent		Per cent		Per cent
<i>British</i>								
Boarding	261	15.2	74	23.2	693	25.2	91	43.7
Day (a) Independent and direct-grant	470	27.3	86	27.0	737	26.8	54	26.0
(b) L.E.A. maintained or aided	980	57.0	157	49.2	1,298	47.3	62	29.8
<i>Foreign</i>	9	.5	2	.6	18	.7	1	.5
Totals	1,720	100	319	100	2,746	100	208	100

Foreign Service

School	Competitors		Successful	
		Per cent		Per cent
<i>British</i>				
Boarding	929	41.9	86	57.7
Day (a) Independent and direct-grant	510	23.0	32	21.5
(b) L.E.A. maintained or aided	754	33.9	29	19.5
<i>Foreign</i>	26	1.2	2	1.3
Totals	2,219	100	149	100

2. A division into boarding and day schools was too broad for the purpose of the review. The day schools have therefore been subdivided into (a) independent and direct-grant schools, and (b) schools maintained or aided by Local Education Authorities. Schools which have both boarders and day boys have been classified according to which are the majority in the school; the classification of a competitor is according to the school he attended and may therefore be inexact if he was a day boy at a predominantly boarding school or a boarder at a predominantly day school.

3. A higher proportion of competitors from boarding schools enters for the Administrative Class by Method II (25 per cent) than by Method I (15 per cent). By both methods competitors from boarding schools have a higher percentage of successes than of competitors; those from day schools in category (a) about the same proportion of successes as of competitors; those from day schools in category (b) a lower percentage of successes than of competitors. For the Foreign Service 42 per cent of the competitors and 58 per cent of the successful come from boarding schools.

TABLE 12
UNIVERSITIES
Administrative Class

University	Method I				Method II			
	Competitors		Successful		Competitors		Successful	
		Per cent		Per cent		Per cent		Per cent
Oxford	503	29.3	137	42.9	993	36.2	114	54.8
Cambridge	322	18.7	93	29.1	589	21.4	64	30.8
London	348	20.3	34	10.7	476	17.3	17	8.2
Scottish	181	10.5	35	11.0	208	7.6	8	3.8
Others in United Kingdom and Irish Republic	322	18.7	20	6.3	460	16.7	5	2.4
Overseas	4	.2	—	—	2	.1	—	—
No university	40	2.3	—	—	18	.7	—	—
Totals	1,720	100	319	100	2,746	100	208	100

Foreign Service

University					Competitors		Successful	
						Per cent		Per cent
Oxford					980	44.2	89	59.7
Cambridge					573	25.8	50	33.6
London					217	9.8	4	2.7
Scottish					137	6.2	5	3.3
Others in United Kingdom and Irish Republic					272	12.2	—	—
Overseas					8	.4	1	.7
No university					32	1.4	—	—
Totals					2,219	100	149	100

4. For the Administrative Class by either method and for the Foreign Service, Oxford provides considerably more competitors than any other university, and the proportion of Oxford successes is higher than the proportion of Oxford competitors. Cambridge graduates also form a higher proportion of the successes than of competitors. Other universities mostly have a lower proportion of successes than of competitors, but competitors from the Scottish universities by Method I have virtually the same proportion of successes as of competitors.

DEGREE SUBJECTS

Administrative Class

Degree subject	Method I				Method II			
	Competitors		Successful		Competitors		Successful	
		Per cent		Per cent		Per cent		Per cent
Classics	212	12.3	59	18.5	248	9.0	51	24.5
Economics and Politics	197	11.5	31	9.7	340	12.4	24	11.5
P.P.E.	81	4.7	27	8.5	187	6.8	23	11.1
English	128	7.4	21	6.6	195	7.1	9	4.3
History	557	32.4	121	37.9	757	27.6	50	24.0
Law	35	2.0	9	2.8	130	4.7	12	5.8
Mathematics	61	3.6	10	3.1	50	1.8	2	1.0
Modern Languages	232	13.5	21	6.6	558	20.3	25	12.0
Science and Technology	16	.9	2	.6	42	1.5	4	1.9
Other subjects	161	9.4	18	5.7	221	8.1	8	3.9
No university	40	2.3	—	—	18	.7	—	—
Totals	1,720	100	319	100	2,746	100	208	100

Foreign Service

Degree subject				Competitors		Successful	
					Per cent		Per cent
Classics	196	8.8	28	18.8
Economics and Politics	126	5.7	8	5.4
P.P.E.	163	7.4	16	10.7
English	115	5.2	4	2.7
History	547	24.7	51	34.2
Law	133	6.0	6	4.0
Mathematics	7	.3	1	.7
Modern Languages	784	35.3	27	18.1
Science and Technology	14	.6	1	.7
Other subjects	102	4.6	7	4.7
No university	32	1.4	—	—
Totals	2,219	100	149	100

5. Those who read classics do well in Method I (12 per cent of the competitors and 18 per cent of the successes) and even better in Method II (9 per cent of competitors and 25 per cent of successes). Historians form a large proportion of the competitors (32 per cent by Method I and 28 per cent by Method II) and tend to do better by Method I in which they form 38 per cent of the successful as compared with 24 per cent of the successful by Method II. Very few competitors read science or technology, but their successes are roughly in proportion to their total numbers. For the Foreign Service the pattern of degree subjects is similar to that in Method II, but modern linguists not unnaturally form a higher proportion (35 per cent) of the Foreign Service competitors. They form only 18 per cent however of the successes. Applications by Method I were no doubt affected by the fact that some candidates could not compete within the range of their university studies until the syllabus of the examination had been modified, after consultation with the universities; e.g. for English and Modern Languages (1953), Mathematics and Geography (1954), Natural Sciences (1955), and Law (1954 and 1957).

TABLE 14
DEGREE CLASS
Administrative Class

Class of degree	Method I				Method II			
	Competitors		Successful		Competitors		Successful	
		Per cent		Per cent		Per cent		Per cent
I	231	13.4	130	40.8	312	11.4	77	37.0
II	329	30.8	115	36.0	915	33.3	74	35.6
II/1	363	21.1	60	18.8	601	21.9	41	19.7
II/2	324	18.8	8	2.5	568	20.7	10	4.8
III	152	8.8	5	1.6	248	9.0	4*	1.9
IV	57	3.3	1	.3	54	2.0	2†	1.0
None	64	3.8	—	—	48	1.7	—	—
Totals ...	1,720	100	319	100	2,746	100	208	100

Foreign Service

Class of degree				Competitors		Successful	
					Per cent		Per cent
I	229	10.3	41	27.5
II	770	34.7	62	41.6
II/1	383	17.3	29	19.5
II/2	403	18.1	9	6.0
III	304	13.7	7†	4.7
IV	62	2.8	1†	.7
None	68	3.1	—	—
Totals	2,219	100	149	100

* Provisionally declared successful; on failing to obtain at least second class honours they became ineligible.

† Of these, 1 qualified by the Administrative Class Method I papers; 6 provisionally declared successful became ineligible on failing to obtain at least second class honours.

† Regular Service competitors exempt from the need to obtain at least a second class honours degree.

Note:—Most candidates shown as having third or fourth class degrees, or none, did not know their degree results until after competing.

6. There is a slightly higher percentage of first class degrees in Method I than in Method II among both the total competitors and those successful. Among competitors successful, 41 per cent of those in Method I and 37 per cent of those in Method II have first class degrees. The proportion of competitors for the Foreign Service with first class degrees is much the same as for the Administrative Class Method II; the proportion of successful (28 per cent) is rather lower. In this analysis the degree class for Cambridge competitors has normally been taken as that of the Part II Tripos. An analysis has also been made however of the results of the first part of the Tripos of Cambridge competitors. Those with a first class in Part I comprise 40 per cent of Cambridge competitors competing by Method I only, but 17 per cent of those competing by Method II only (or Method II and Foreign Service). This may suggest that academic success in an examination of degree standing, which the Cambridge system makes possible before the normal competitor need decide upon one method or the other, disposes some to attempt Method I rather than Method II. It is also of some interest that of the competitors by Method I only, about 7 per cent changed to a different subject for the second part of their Tripos, whereas of those who were competitors by Method II only (or Method II and Foreign Service) about 22 per cent did so.

TABLE 15
FATHER'S OCCUPATION
Administrative Class

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Occupational group	Method I				Method II			
	Competitors		Successful		Competitors		Successful	
		Per cent		Per cent		Per cent		Per cent
I	434	25.2	103	32.3	918	33.4	99	47.6
II	754	43.8	131	41.1	1,169	42.5	74	35.6
III	479	27.9	76	23.8	590	21.5	29	13.9
IV	34	2.0	5	1.6	40	1.5	1	.5
V	13	.8	4	1.2	16	.6	3	1.4
Unknown ...	6	.3	—	—	13	.5	2	1.0
Totals ...	1,720	100	319	100	2,746	100	208	100

Foreign Service

Occupational group					Competitors		Successful	
						Per cent		Per cent
I	1,039	46.8	93	62.4
II	778	35.1	42	28.2
III	365	16.5	12	8.1
IV	22	1.0	2	1.3
V	5	.2	—	—
Unknown	10	.4	—	—
Totals	2,219	100	149	100

7. As some indication of the home background of competitors, the occupations of competitors' fathers have been analysed in accordance with the classification used by the Registrar General, which has five occupational groups: I. Professional, etc.; II. Intermediate; III. Skilled; IV. Partly skilled; V. Unskilled. The following approximate descriptions and illustrations of the Groups are derived from the General Register Office's One per Cent Sample Tables for the Census of 1951.

- | | |
|--|--|
| I. Administrators, managers, senior professional and scientific occupations. | e.g. Company directors, doctors, solicitors, Service officers, Administrative Class civil servants. |
| II. Intermediate professional, managerial, and technical occupations. | e.g. teachers, managers and proprietors of retail businesses, draughtsmen, Executive Class civil servants. |
| III. Highly skilled workers, foremen, supervisors, clerks. | e.g. electricians, telephone operators, compositors, welders, Clerical Class civil servants. |
| IV. Skilled and semi-skilled. | e.g. domestic staff, bus conductors, window cleaners, boiler stokers, platelayers. |
| V. Unskilled. | e.g. street hawkers, newspaper sellers, labourers, messengers. |

The classification may for the present purpose distinguish too finely in Groups III, IV, and V, and not finely enough in Groups I and II, but it has seemed best to retain the Census classification. The proportion of competitors from Group I is considerable (25 per cent for Method I, 33 per cent for Method II, 47 per cent for Foreign Service) and this Group has a higher proportion of successes than of competitors in all three competitions. Group II provides the largest proportion of competitors for the Administrative Class (close to 43 per cent in each method), but rather less for the Foreign Service (35 per cent) than Group I. Few competitors come from Groups IV and V, but Group IV has a higher proportion of successes than of competitors for the Foreign Service, and Group V a higher proportion of successes than of competitors for the Administrative Class by either method.

TABLE 16

AGE
Administrative Class

(Men only)

Age	Method I				Method II			
	Competitors		Successful		Competitors		Successful	
		Per cent		Per cent		Per cent		Per cent
20	50	3.8	5	1.8	44	2.0	2	1.1
21	318	24.0	57	20.4	313	14.4	16	8.6
22	298	22.5	66	23.6	388	17.9	31	16.6
23	293	22.2	62	22.1	636	29.3	55	29.4
24	195	14.7	55	19.6	436	20.1	49	26.2
25	141	10.7	31	11.1	287	13.3	29	15.5
26	21	1.6	4	1.4	35	1.6	4	2.1
Others (e.g., Regular Service)	7	.5	—	—	30	1.4	1	.5
Totals ...	1,323	100	280	100	2,169	100	187	100

Foreign Service

(Men only)

Age					Competitors		Successful	
						Per cent		Per cent
20	27	1.5	—	—
21	205	11.1	12	8.7
22	358	19.5	28	20.3
23	601	32.7	45	32.6
24	369	20.1	34	24.7
25	221	12.0	17	12.3
26	25	1.3	1	.7
Others (e.g., Regular Service)	33	1.8	1	.7
Totals	1,839	100	138	100

8. As the age at which a man competes is related to whether he has served in H.M. Forces, this table and the next (Forces Service) give numbers of men only. Candidates aged 24 or more must have done Forces Service to make them eligible. With very few exceptions, therefore, the women candidates are under 24.

Men aged 21 or 22 have a higher percentage both of competitors and of successes by Method I than by Method II: these two age groups are 47 per cent of the men competitors and 44 per cent of the men successful by Method I

but 32 per cent of the men competitors and 25 per cent of the men successful by Method II. Those aged 23 and 24 form a larger proportion of the men competitors by Method II (49 per cent) than by Method I (37 per cent), and form 56 per cent of the men successful by Method II and 42 per cent by Method I. For the Foreign Service, the men aged 21 and 22 form 31 per cent of the men competitors and 29 per cent of the men successful, while those aged 23 and 24 form 53 per cent of the men competitors and 57 per cent of the men successful.

TABLE 17
FORCES SERVICE
Administrative Class

(Men only)

Forces Service	Method I				Method II			
	Competitors		Successful		Competitors		Successful	
		Per cent		Per cent		Per cent		Per cent
Done before university ...	635	48.0	157	56.1	1,257	58.0	123	65.8
Done before university (3-year engagement) ...	—	—	—	—	3	.1	—	—
Done after university but before competing ...	91	6.9	10	3.6	215	9.9	15	8.0
Done after university but before competing (3-year engagement) ...	7	.5	2	.7	25	1.2	4	2.1
Regular Service (long-term) ...	3	.2	—	—	30	1.4	2	1.1
Not done at time of competing ...	416	31.5	62	22.1	385	17.7	24	12.8
Exempt ...	171	12.9	49	17.5	254	11.7	19	10.2
Totals ...	1,323	100	280	100	2,169	100	187	100

Foreign Service

(Men only)

Forces Service	Competitors		Successful	
		Per cent		Per cent
Done before university ...	1,141	62.0	99	71.7
Done before university (3-year engagement) ...	3	.1	—	—
Done after university but before competing ...	160	8.7	7	5.1
Done after university but before competing (3-year engagement) ...	16	.9	—	—
Regular Service (long-term) ...	38	2.1	2	1.4
Not done at time of competing ...	296	16.1	19	13.8
Exempt ...	185	10.1	11	8.0
Totals ...	1,839	100	138	100

9. A larger proportion of men competitors in Method II than in Method I served in the Forces before competing (71 per cent against 56 per cent), the great majority of both these groups having done their Service before going to the university. In both methods men with Service form a larger proportion of the men successful than of the men competitors (77 per cent in Method II and 60 per cent in Method I). Those exempt from Service form about 12 per cent of the men competitors in each method; in the men successful they form 10 per cent of Method II and 17 per cent of Method I.

In the Foreign Service competitions, 74 per cent of men competitors and 78 per cent of men successful served in the Forces before competing, the great majority here again having done their Service before going to the university.